

## Director JROTC Roundtable Discussion & Instructors Ups and Downs

### Roundtable Issues:

#### 1. Use of GSA vehicle for transportation of cadets.

On 29 Mar 93, the Assistant Secretary of the Army approved transportation for JROTC cadets. However, any vehicle capable of transporting over 10 passengers used to transport students must meet school bus safety standards. the standard commercial design GSA van carryall does not meet those requirements. Check with your support installation SJA officer to ensure you comply with State regulatory guidance.

#### 2. Authorization to allow cadets to wear the BDU uniform on uniform day! (Special Teams)

COL Glover wants to get more feedback from the field before making a decision on cadets wearing BDUs. We must assess the impact of such a decision from a funding and cultural awareness perspective. Should the current uniform policy change we will field the new guidance.

#### 3. Out- of-Pocket expenses by instructors as part of daily business-- taking care of cadets. Possible monthly stipend to offset expenses.

This was an item on the DAIG report. The funding template is being changed to support the findings, thus reducing out of pocket expenses for instructors.

#### 4. Brigade requirements for use of IMPAC card (especially 2nd Bde, 1st Rgn).

Each Brigade is responsible for use of the IMPAC card in its area. Please bring issues to your Brigade Commander first, then work the chain of command if there is not a viable solution.

#### 5. What are the requirements to use Meal Tickets?

Meal tickets are issued for travel to and from training site ONLY. Meal tickets are issued by the support installation transportation office IAW DOD regulations. Instructors prepare and submit memorandum requesting meal tickets thru HQCC Budget office to support installation transportation office. HQCC Budget will process memorandum with fund cite and return to memo to the instructor. Instructor will coordinate and with support installation transportation office to procure meal tickets. Instructor will submit memorandum with fund cite and other required documents to the support installation transportation office.

6. Taxation of instructor benefits (Call CDR Brownwahler of OSD to find out status of initiative)

This situation has been reviewed at the highest levels. DOD is exploring alternatives to restructure how instructors are paid to alleviate this problem. They have formed a task force and should have some recommendations within the next year.

7. Need a web site to place feedback from JSOCC Roundtable discussion.

Will provide a place on the Cadet Command web site for frequently asked questions. Roundtable discussion items will be added to the list if they do not already exist.

The following issues are from JSOCC Class 201-02 Roundtable Discussion.

1. JROTC needs to establish a DAI conference. The conference would be an opportunity for DAI's to share information.

Response: The JROTC staff is in the planning phase of organizing a DAI conference. Input from the field would be welcomed.

2. Recommend the Roundtable discussion allocated time be increased to 1 ½ hours.

Response: We will look at the possibility of increasing the roundtable discussion to 1 ½ hours. Recommend instructors projected to attend JSOCC review the previous JSOCC Roundtable Discussions to prevent redundant questions. JSOCC roundtable discussions are placed on the JROTC web site for your review. We will provide each class a copy of the previous round table discussion issues and answers at least a day prior to the roundtable as well.

3. The revision to the curriculum is right on target. Anyone that feels it's not on target needs to take a look at the trends in education.

Response: No comment needed.

4. We need a JSOCC Course for new instructors that are establishing new programs.

Response: Once an instructor has been selected to open a new program they should have top priority for attendance to JSOCC. A JSOCC Course for only new instructors is a good idea; however, a diversity of experience is the key to new instructors sharing ideas with experienced instructors.

5. My SAI is unwilling to make changes to the curriculum, doesn't want to use the enhancement tools that are provided, and doesn't want me to try any new ideas within his JROTC program.

Response: To all those that are fighting change. Please understand changes are going to happen and we need your help to make the transition as smooth and painless as possible. In school year 02-03, the new curriculum will be the only material provided. The enhancements are integrated into the curriculum and it is set up in a student centered fashion. If you continue to experience difficulties with your SAI not allowing you to teach the new curriculum, you should discuss the matter with him or her and invite his or her participation with you in a discussion with your Brigade POC.

6. As a new instructor JSOCC was very helpful. The JSOCC Staff was very supportive of our needs.

Response: One of the many objectives of JSOCC is to create an environment that is conducive to learning and to provide you with first class instructions. We will continue our efforts in providing you with top-notch customer service.

7. Why did JROTC stop the push packets used to establish a new program? Are there plans to bring this back in the future?

Response: Region High School Divisions were once responsible for shipping a "Push Packets" to the new school. This practice was stopped due to lack of storage space and Region personnel to force issue requirement equipment/curriculum. It is now Cadet Command's responsibility to ensure the necessary information is posted on the web site and the responsibility of the brigades to ensure new units are provided access to the information, assistance and necessary equipment/curriculum to stand up a functional JROTC unit.

8. Why does Cadet Command not provide JROTC instructors with liability insurance? Instructors with the senior program do not purchase out-of-pocket liability insurance.

Response: Senior ROTC instructors are active duty or contractors. Since the Government is self insured the active duty instructors are covered by the Government. How the contractors are insured is a matter between them and their employer. We are changing the Establishment Contract as well as our regulations to reflect that schools will provide JROTC instructors liability insurance in like manner as other school employees who are involved in extracurricular activities, e.g. coaches.

9. The website is a great place to put information for new instructors. The problem with the website is we operate on a dot.com or dot and most military

installations operate on a dot.mil and the vast majority of the time we can't access the dot.mil website. This is very frustrating.

Response: The web page is available most of the time and only inaccessible during virus threats, etc. We realize even minor interruptions are not acceptable and are looking into other avenues of doing business. We understand your frustrations and are working on a remedy that we plan to have available before the end of the current school year.

10. Cynthia does a great job of presenting JUMS. We are instructed on the multi-intelligences within the classroom and getting instructors off the platform. Why can't we have hands-on training with JUMS at the JSOCC?

Response: Hands on training is a good idea and I think more beneficial than presenting slides. We are presently seeking funding for computers to allow hands on training.

11. Continue the breakout session for Bde representatives and DAI's to spend time with the Director of JROTC, Chief of Education, Operations, and Training, and Chief of Instructor Management.

Response: We will continue to arrange an office call for Region/Bde representatives and DAI's to spend time with the Director and Division Chief's.

12. JROTC instructors are required to submit updated physical exams, photos, fingerprints and other information. Some school systems charge for these personnel actions to be processed. How do I recoup the out-of-pocket expense?

Response: As with any job, you may experience some sort of out of pocket expenses, this is the same with JROTC. IAW AR 145-2, 4-14, Continuing Qualifications, a DA style photo and physical examination is required every 5 years regardless of age. These are non-reimbursable expenses associated with employment that are tax deductible on your income tax. To reduce the cost of these two requirements:

- We except 35mm photo of instructors posing in Class A uniform (DA photo stance) with a clear background.
- Instructors are authorized to use the Abbreviated Report of Medical Examination for JROTC form if they are seeing a civilian or military doctor. The examination can be done by any VA Hospital or medical facility that is closest to your location.

The Fingerprinting associated with EPSQ is a one time requirement for new instructors being hired for the first time. This is not a reoccurring requirement.

You can be fingerprinted at no cost at any Military Police Station or Security Officer associated with the school or the School District.

13. On numerous occasions cadre use their privately owned vehicles to take cadets on extracurricular activities, such as Raider Challenge, Color Guard for ceremonies, Drill Meets and etc. The vast majority of instructors are never reimbursed for mileage or out-of-pocket expenses. However, for our cadets and the program we will continue to spend our money. Are there plans in the future to offset the out-of-pocket expense?

Response: The current funding template does not include local travel as we hope that our programs will be provided support from their schools. This normally takes some prior planning as the instructor has to submit transportation requests. In an effort to alleviate some of the expenses incurred by our units, we have incorporated instructor transportation and lodging as well as cadet transportation and lodging into the funding template, however, we do not expect to see any funds provided for this for a couple of years. By not making prior arrangements you may also encounter personal liability problems as well. Everything you do needs to be a school sponsored activity!

#### JSOCC CLASS 202-02 ROUNDTABLE DISCUSSION ISSUES & RESPONSE

1. ISSUE: What are the short/long term plans of recruiting for more females to fill DAI/SAI/AI positions?

RESPONSE: ( Instructor Management) We have sent letter out to retiring Officers and to the Retired Officers Association (TROA), inviting to join JROTC. We also have contacted the Non-Commissioned Officers Association (NCOA) and the Enlisted Association of the National Guard (EANGUS) about posting a letter in their magazine and other publication.

2. ISSUE: Explain the specification for unit computers.

RESPONSE: (JROTC Automations) Minimum computer requirements are analyzed annually to ensure compatibility with development. Cadet Command replaces outdated computers annually for 1/3 of the units. New startup JROTC units will receive one printer per two computers.

Processor: 733MHZ Pentium III or better  
Memory: 128MB (SDRAM)  
Monitor: 17"  
Video: 32MB  
Hard Drive: 20GB  
Controller: Integrated Ultra ATA Controller  
Floppy Drive: 3.5" 1.44MB Diskette Drive

CD-RW/DVD Combo  
FAX Modem: 56K or better  
Case Tower (Mid)  
Network Card  
Keyboard: 104+  
Mouse  
Sound System  
Speakers  
Operating System: MS Windows 98SE or newer  
Application Software: MS Office 2000, Professional Edition on CD  
Service Program: 3 Years Limited parts and labor warranty w/1 year on site service  
TV tuner: PCI TV/FM Tuner Card

3. ISSUE: Explain the computer life cycle for a JROTC unit.

RESPONSE: (JROTC Automations) We are currently using the 1/3 rule of replacement for computers. That is to say 1/3 of the units in each Region will receive one computer per year.

4. ISSUE: When was the last time JROTC updated the unit mailing address and telephone numbers in their database? .

RESPONSE: (JROTC Operations) The information is updated on the JROTC website quarterly. This information is also available and located on our website by region (1, 2 & 4).

5. ISSUE: Can we order bilingual course material?

RESPONSE: (JROTC Operations) Cadet Command does not provide bilingual course materials. Instructors can translate the current materials by going on the Internet to: <http://babelfish.altavista.com/>

6. ISSUE: Are there plans for a National JROTC website for instructors to post information on major events?

RESPONSE: (JROTC Automations) Yes! We are currently working on new initiatives such as a web portal and the Junior ROTC Command Information System (JCIMS).

7. Will we have an opportunity to review the draft school contract before it is finalized, if so, when?

RESPONSE: (JROTC Operations) Cadet Command recently held a conference to review the AR, the contract, and develop a new Cadet Command Regulation. Input was received from the Regions, Brigades, DAIs, SAs, and AIs who

attended this conference. Once we receive input from Regions, the new AR 145-2 and CCR 145-2 will be sent to the field for feedback.

8. Why did JROTC stop the push packets used to establish a new program? Are there plans to bring this back in the future?

Response: (JROTC Operations) Region High School Divisions were once responsible for shipping "Push Packets" to new schools. It is now Cadet Command's responsibility to ensure the necessary information is posted on the web site and the responsibility of the brigades to ensure new units are provided access to the information, assistance and necessary equipment/curriculum to stand up a functional JROTC unit.

9. Is there a plan to get higher headquarters personnel from behind the desk and out to the field (schools)?

RESPONSE: (Director JROTC) We have always had a policy that when people travel to Region/Brigade conferences that we take additional time to visit units and COL Glover has initiated an ambitious plan to purposefully get all of the people in the JROTC Directorate out to visit units.

#### JSOCC Class 203-02 Roundtable Discussion

1. Why are we required to do activities without the financial support of Cadet Command?

Response (JROTC Operations) The requirements on the unit report are such that units can achieve a satisfactory rating within the allocated funding. To increase their ability to reach higher ratings we added options such as service learning, which can be done within the school to substitute for some of the competitions and other requirements. We are now increasing the funding template so that every unit can achieve HUD within the funding provided. Some innovative instructors are managing to do that now.

2. How can I send more cadets to Camp? I can send more than the authorized allocation, but I'm being told we don't have the funds or space.

Response: (JROTC Training) The authorization of camp attendance is based on the availability of facilities, funding, and other resources. Each school is allocated camp slots based on 10 % of the eligible enrolled cadet population. Bottomline, if you're being told camp attendance is based on the availability of funding and space, you're receiving the correct information. Contact the Camp Commander for your particular camp and discuss the possibility of acquiring additional slots.

3. Why are we allowing instructors to violate the standards set forth in the regulation? (i.e. Weight control, appearance)

Response: (Instructor Management) The Weight Control Program is monitored by the Brigade, with input from the DAIs, SAs, and AIs. Cadet Command cannot eye ball all of its 3,700 instructors. All instructors are required to be weighed in once a year and the results are recorded on his/her Annual Appraisal. The same goes for their appearance. It is the responsibility of the aforementioned personnel that has contact with instructors to police their instructors and correct those personnel that are in violation of AR 670-1 and AR 600-9. When violators are reported to this command, actions will be taken to correct the problem.

4. When can we expect to see the Cadet Command Supply Regulation CCR 700-1 revised?

Response: (Logistic) We anticipate the revised CCR 700-1 to be published in final form for distribution to the field during the May-June 2002 timeframe. Currently the DRAFT revision is ready to be staffed with field elements once the C of S approves and signs the transmittal memo.

### 3 Ups

1. Summer Camps: Great opportunity for kids to mix with other cadets from a diverse background. Continue to fund cadets and cadre to attend a camp out of the local area. This is perhaps the first opportunity some cadets have been outside the city limits.

There is great disparity in how instructors want to participate in camps. They are generally funded to allow 10 cadets (or 10 percent of the cadets) from each school to participate. Most facilities cannot support more than this number. There is no intention to reduce this funding.

2. Lodging accommodations for the JSOCC. I've lived at the Days Inn and there's no comparison between the two...

We're in the process of initiating the option year of our contract with the Holiday Inn. The option year paperwork must reach RM by 7 Aug 01.

### 3 Downs

1. There's a serious communication breakdown between region, brigade and the school. We hardly ever know what's going on until it's too late. As Cadet Command passes information through the channels we would like to be in the loop.



The JROTC Director's #1 priority is communications. This situation has already improved and will be fixed in the near term.

2. We receive new items every year and are told to incorporate into the curriculum, however no one tells us how to do it, or what to delete.

As new items are incorporated into the curriculum they are accompanied by a letter which suggests how to use them. As the curriculum is revised and updated, these enhancements are woven into it and dated, no longer valid programs in the curriculum are deleted. Instructors who want to have the latest technology and materials can implement immediately; those who want to wait for the curriculum revision can do so.

3. Funding: Brigades are directing us to spend our funds by 15 Jul 01 and anything after that would require a UFR. If it's my money why can't I spend it by 15 Sep 01. The new FY isn't until 1 Oct.

All Brigade Commanders have over-watch of the funding provided to schools/support installations within their Bde. Normally, the support installation determines the cut-off day for spending appropriated funds, however, since the brigade has over-watch of the funds they may impose an earlier date in order to best expend the funds remaining at the support installations. Since you know what your brigade cut-off date is, you should develop a phased obligation plan to ensure your unit requirements are fulfilled prior to the cut-off date.

4. Why can't I control the OMA and RPA dollars given my school as an SAI. I don't need Bde telling me how to spend, what to buy with dollars that are provided me to operate my program.

All Brigade Commanders have over-watch of the funding provided to schools/support installations within their Bde. Part of their job is to ensure that spending supports the program goals and Command priorities. Instructors have flexibility within the guidelines they are provided to spend their funds. If this is not adequate, please provide input through channels.

5. Why are we working under so many different schedules? Many occasions this is a major problem. Example Commanders conferences are scheduled smack in the middle of the school year. Why can't we look at a time in the summer at the beginning or completion of camps and conduct conferences.

### Regions Response

6. JSOCC Distance Learning. When can we expect this to hit the street? Great opportunity for new and old (seasoned) instructors to learn or refresh on new

techniques. If we can't do this, it will be 7-8 years before I know what's new and improved in JROTC.

Col Glover recently approved the purchase of a server for the JSOCC DLC. Hopefully we can have the DLC operational by 1 Oct 01.

7. The JROTC web page needs a location to place information, AARs, testimonials or what's happening in JROTC site for instructors to access the web and see what's going on in JROTC.

We are working this hard.

8. Why do we have double standards in the weight control process? Our brigade is death on overweight, however looking around at camps and here in the JSOCC there are fat people. We either enforce it or drop!!!!

Brigade Commanders now have the responsibility to place non-compliant instructors on probation and to manage weight control programs.

9. Accreditation for instructors: If the Army has a new program where soldiers can earn a degree through e-learning, why can't JROTC look into the possibility of teacher certification through e-learning?

We are in a concerted effort with Old Dominion University, the Troops to Teacher Program, and a few other institutions to have them assess our JSOCC resident and JSOCC DLC for the possibility of undergraduate or graduate credit toward a degree and teacher certification. The Memorandum of Understanding between ODU and CC is being reviewed by ODU's administration. Will keep you all posted on the progress.

10. Don't lower the standards for a unit to be HUD, HU, MU. If a unit wants to be HUD they'll work for and the cadets learn how to work for what they want in life.

Currently, there is no intention to lower the standards for Army JROTC units. We periodically review the inspection program in its entirety to ensure we have a standard that is realistic and attainable.

11. The hotel was great for JSOCC, however please look into getting a bus for adults.

Spoke with Mr. Williams of Roadrunner Travel Service and for the company to provide another bus would cause an increase in the price of the services. Presently, I'm working with the Holiday Inn to provide a larger bus or get another transportation agency to meet our needs. Will continue to work this issue with the Holiday Inn Manager.

12. Instructor Pay: Double standards in AR145-2, taxable income verses non taxable income. Active duty verses retired pay. The section in the AR needs revision or rewording.

Will review wording in AR 145-2 and clarify.